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29 November 1946

MEMORANDUM FOR:

Assistant Chief, Services Division

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Subject: APPROVAL OF CIG CONTRACTS

1. Reference is made to memorandum from the Assistant Chief, Finance Division, to you, dated 22 November, concerning action to be taken on CIG contracts. Paragraph 4 states that [] will no action to control clearance of contracts through the General Counsel unless formal instructions are received. ~~CONFIDENTIAL~~

2. In accordance with an informal discussion with [] of your office, the following procedure is proposed. All numbered contracts, as defined in the above-mentioned memorandum, will be cleared through the Office of General Counsel for approval as to legal form prior to issuance for signature by the contractor. Unnumbered contracts, as defined in said memorandum, need not be cleared through the Office of General Counsel, but may be submitted when, in the opinion of the contracting officer, a legal problem is presented. If this arrangement is satisfactory, the [] will check numbered contracts for the General Counsel's approval, but need take no action to control clearance of unnumbered contracts.

LAWRENCE R. HOUSTON
General Counsel

cc: []

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